

ALABAMA INTERSTATE COMPACT CHECKLIST 2024

- ☐ **ICPC Letter** – needs to include names of attorneys, that they are in good standing with the bar, their bar number, where the adoption is being finalized, a statement that the consents are satisfactory to the finalizing state, how unknown fathers will be addressed, and how the Adoptive Parent(s) and Birth Parent(s) were matched.
- ☐ **REG 12 Letter – LETTER FROM ATTORNEY IN RECEIVING STATE** - needs to state that they have been retained to finalize the adoption, that they are in good standing with the bar, their bar number, the validity of the consent and how they will deal with the birth father if there is no consent. (Not needed if finalizing in Alabama)
- ☐ **100 A-** Must be original signatures; Name of child on 100-A must match hospital record, if there is not a current birth certificate (if child has different names on different documents, must include a name affidavit)
- ☐ **BIRTH PARENT INTERVIEW - CAN ONLY BE CONDUCTED BY DHR, A LICENSED SOCIAL WORKER, OR REPRESENTATIVE OF A LICENSED CHILD PLACING AGENCY**
 - ☐ Birth Parent Interview completed by Parent(s); and
 - ☐ Typed summary completed by social worker to include: birth parents medical and social history; why birth parents are doing the adoption; that birth parents are sure of what they are doing
- ☐ **HOME STUDY REPORT AND THE FOLLOWING SUPPORTING DOCUMENTS**
 - ☐ Home Study Report and any and all Updated Reports (good for 12 months);
 - ☐ Verification of who will do supervisory visits (Must be in letter form and not included in the report. Needs to be case specific)
 - ☐ Agency/Social Workers Licenses (current);
 - ☐ Child Abuse & Neglect Clearance (good for 12 months), for everyone over 14 years of age; Will need to check every state in which they have resided in the past 5 years.
 - ☐ Six Reference letters (good for 12 months);
 - ☐ FBI and ABI Clearances (good for 12 months); will need to do locals clearances for other states
 - ☐ Medicals - on all persons living in the home (good for 12 months);
 - ☐ Financial Worksheets, or copy of previous year's tax returns (good for 12months);
 - ☐ Anticipated cost and expenses – what the petitioner anticipate paying for the adoption (will need to be case specific)
 - ☐ Copy of current pet vaccinations (not absolutely necessary; needs updating with report);
 - ☐ Copies of birth certificates and marriage license (copy of any divorce decrees if applicable); and
 - ☐ Copies of Driver License.
- ☐ **CONSENTS**
 - ☐ Birth Mother
 - ☐ Birth Father - If no father signs then cover letter regarding how his rights will be address
- ☐ **AT RISK AFFIDAVIT** - should be sign BY THE ADOPTIVE PARENTS
- ☐ **MEDICAL INFORMATION** – Birth Mothers Admission, Labor and Delivery and Discharge Summary; Baby's Labor and Delivery (with Baby's APGAR score) and Discharge Summary; Birth Certificate Information if available; if unable to get all medical records, must have Babys Discharge Summary and a letter from attorney showing they have ordered the medical record and will provide them when received.
- ☐ **AFFIDAVIT OF RECEIPT OF CHILD'S SOCIAL HISTORY** - Summarize the facts in the child's medical records; Summarize the facts stated in the birth parent interview;
- ☐ **AFFIDAVIT OF PATERNITY** – Birth Mother and Father if applicable
- ☐ **AMERICAN INDIAN HERITAGE AFFIDAVIT** – Birth Mother and Father if applicable
- ☐ **ANTICIPATED COSTS PAID IN ADOPTION** – what the couple expects to paid for adoption
- ☐ **WAIVER OF LAW** – Birth parents waiver the law of one state and accept the law of another
- ☐ **POWER OF ATTORNEY** – Giving Adoptive Parent(s) rights to seek treatment for the child until Interlocutory/Custody order is issued.